



**CITY OF SURPRISE**  
City Council Work Session Minutes  
100 North Civic Center Plaza  
Surprise, AZ 85374

Tuesday, May 21, 2013 @ 04:00 PM

---

**A. Call To Order**

**B. Roll Call**

Mayor Wolcott called the **Special City Council Work Session** to order at 04:00 p.m. Surprise City Hall Council Chamber 16000 North Civic Center Plaza Surprise, Arizona 85374 , on **Tuesday, May 21, 2013**. Also in attendance with Mayor Wolcott were Vice Mayor Biundo, Council Member Alton, Council Member Williams, Council Member Villanueva, Council Member Woodard, and Council Member Hall.

**Staff Present:** City Manager, Chris Hillman, Interim City Attorney, Misty Leslie, and City Clerk, Sherry Ann Aguilar.

**C. Pledge of Allegiance**

**D. Special City Council Work Session Agenda:**

**Regular Agenda Item - Non-Public Hearing:**

**#1 Discussion and presentation regarding the acquisition and acceptance of the Special Warranty Deed for tract D of the Mountain Vista Ranch Parcel 14 and the acceptance of the ingress/egress easement for Tract F of Mountain Vista Ranch Parcel 14 located near Bell Road and Sarival Avenue - NO ACTION**

GIS, Lloyd Abrams gave an overview of Special Warranty Deed - Mountain Vista Ranch Parcel 14.

Council Member Hall inquired about the language.

Mr. Abrams explained that it is standard language.

Council Member Alton asked what this would do for the city.

Mr. Abrams explained that it would allow for us to expand the well site and provide a secondary source to the main sight.

**#2 Discussion and presentation regarding Resolution No. 2013-45; a**

**Resolution of the Mayor and Council of the City of Surprise, Arizona To accept Warranty Deeds from 15 Bell Road Parcel Owners associated with the Bell Road Sidewalk Project located on Bell Road between U.S 60 and 115th Avenue - NO ACTION**

GIS, Lloyd Abrams gave a brief report regarding Resolution No. 2013-45.

Council Member Woodard inquired about the red portion on the map.

Council Member Alton inquired about other sidewalks in the area.

**#3 Discussion and presentation regarding the purchase and disposition of 14727 N. 148th Ave for the Neighborhood Stabilization program. The accepted purchase price for this house is \$145,750.00 or 1% below the appraised value, whichever is lower - NO ACTION**

GIS, Lloyd Abrams gave an overview on presentation regarding the purchase and disposition of 14727 N. 148th Ave for the Neighborhood Stabilization program.

Council Member Hall spoke of the title and inquired about property inspections.

**#4 Council review of the following departmental budgets: City Clerk, Information Technology, Finance, City Manager, City Council - NO ACTION**

City Clerk Department:

City Clerk Aguilar gave an overview of the City Clerk's budget.

Council Member Woodard inquired about the historical markers.

Council Member Villanueva supports the monument markers.

Information Technology:

Information Technology, Director Tammie Hollowell gave an overview of the IT budget.

Council Member Alton spoke of vendors and doing a study on our needs.

Mayor Wolcott spoke of planning ahead and future upgrades.

Finance Department:

City Manager/CFO, Chris Hillman reported on the Finance Budget.

Council Member Hall inquired about a Budget Monitor System.

Council Member Alton questioned internal service funds and Council Member's IPADS.

Mayor Wolcott stated that these guidelines are required by state law.

Mr. Hillman clarified the accounting process for allocating funds.

Mayor Wolcott called for a break at 5:32 p.m. and reconvened at 5:56 p.m.

#### City Manager's Budget:

City Manager Hillman gave an overview of the policy directions that the Council has given us including healthcare. He shared with Council the reports prepared by Segal and the different plans were explained to Council HMO vs. PPO.

Council Member Hall asked for clarification of the Cadillac Tax.

Mayor Wolcott stated that the employees should not be penalized by having to cover more health costs and that they are loyal and have been through difficult times and we need to come up with solutions.

Council Member Alton stated that our employees are our biggest asset and that we need to come up with a plan to bring back the step increases based on performance.

Council Member Williams spoke of choosing between policies and the 2.2% increase.

Council Member Woodard spoke of planning as a City for an alternate prior to 2018 and asking the Loss Trust Fund Board to look at this.

Council Member Villanueva inquired about membership.

Mr. Hillman explained the request for a Senior Communications Specialist and the location of where this position will be located he also explained need for this position to improve overall Mayor/Council Communications.

Council Member Hall inquired about Page 201.

Communications Director, Ken Lynch explained the department layout for employees including full time employees vs. part-time temporary, etc.

Vice Mayor Biundo stated that he really appreciates the department.

Council Member Woodard read aloud the job description for the new position.

Mr. Hillman clarified that the document Council Member Woodard referred was incorrect and that the new draft was sent out to Council.

#### Mayor and Council Budget:

Mayor Wolcott explained the Mayor/Council budget review consisting of accomplishments, enhancements and efficiencies.

Mayor Wolcott asked Vice-Mayor Biundo to put together a proposal to address funding for each category. A draft was passed out to all of Council for review and discussion.

Council Member Woodard suggested developing a certain criteria related to the Community Outreach Fund.

Mayor Wolcott does not want the fund but would rather have funding that would reach out more regionally.

Vice Mayor Biundo reviewed the Boards/Commissions requests. A written report is available. He recommended doing a pilot program for captioning to see what type of response we receive.

Arts & Cultural Advisory Commission: advertising, promotion, brochures request has been cut back, Permanent collection acquisition, asking for additional art hanging system, art hanging funding, funding WHAM event and grants program.

Loss Trust Fund Board: audit of the claims process.

Tourism Advisory Commission: Strategic Plan Consultant.

CRS Director Coronado reported that Tourism relates to City of Scottsdale and their ideas about bringing tourism into their City.

Mayor Wolcott clarified that the budget requests for each Board/Commission were submitted several months ago.

Council Member Woodard spoke of concern over the Disability Advisory Commission's number.

Council Member Alton asked for clarification on application process.

Council Member Williams asked for more funding for the outreach program. He spoke of closed captioning and advertising.

Council Member Villanueva agreed with the outreach budget to increase 10-15 thousand and with two thousand for outreach funds.

Council Member Alton asked for clarification regarding the Arts & Cultural Advisory Commission.

Outreach Fund: 50,000. vs. 40,000.; \$10,000. for regional outreach; changing delegates for Youth Leadership from 10 to 2 and one sponsor; the Teen Advisory Commission - \$5,300; the Loss Trust Fund Board to come from their account; the Tourism Commission to come forward with an RFP and come to Council; Arts will stay the same and DAC captioning needs to be looked at for amount of hours.

**#5 Discussion and presentation regarding FY2014 property tax amount included in the City Manager's Recommended Budget - NO ACTION**

City Manager Hillman reported that there isn't anything different than what was previously reported to Council. He reviewed a powerpoint presentation regarding the Primary Property Tax Revenues.

Council Member Alton commented on the option selected by Council and the rate amount.

Council Member Hall asked for clarification regarding the number of households and the average per parcel.

**#6 Discuss Council policy and direction regarding Street Light Improvement Districts assessment variation and reserve funding - NO ACTION**

Council Member Hall inquired about Page 2 - 18%.

**#7 Discussion of the fund balance reserve and secondary tax levy for street light improvement districts for FY2014 - NO DISCUSSION - DUPLICATE ITEM**

**E. Call To The Public:**

**F. Executive Session: None**

**G. Adjournment:**

Council Member Alton made the motion to adjourn the Special City Council Work Session of May 21, 2013 at 9:02 p.m. Vice Mayor Biundo seconded the motion. Seven yes votes. Motion carried.

---

Sharon R. Wolcott, Mayor

**ATTEST:**

---

Sherry Ann Aguilar, City Clerk,

**CERTIFICATION:**

I, Sherry Ann Aguilar, City Clerk for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Special City Council Work Session of **Tuesday, May 21, 2013.**

---

Sherry Ann Aguilar, City Clerk,